

AUTHORIZED
INFORMATION TECHNOLOGY SCHEDULE PRICELIST
GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY
EQUIPMENT, SOFTWARE AND SERVICES

Special Item No. 132-51 Information Technology Professional Services

Note: All non-professional labor categories must be incidental to and used solely to support hardware, software and/or professional services, and cannot be purchased separately.

SIN 132-51 - INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES

FPDS Code D301 IT Facility Operation and Maintenance
FPDS Code D302 IT Systems Development Services
FPDS Code D306 IT Systems Analysis Services
FPDS Code D307 Automated Information Systems Design and Integration Services
FPDS Code D308 Programming Services
FPDS Code D310 IT Backup and Security Services
FPDS Code D311 IT Data Conversion Services
FPDS Code D313 Computer Aided Design/Computer Aided Manufacturing (CAD/CAM) Services
FPDS Code D316 IT Network Management Services
FPDS Code D317 Creation/Retrieval of IT Related Automated News Services, Data Services, or
Other Information Services (All other information services belong under Schedule 76)
FPDS Code D399 Other Information Technology Services, Not Elsewhere Classified

Note 1: All non-professional labor categories must be incidental to and used solely to support hardware, software and/or professional services, and cannot be purchased separately.

Note 2: Offerors and Agencies are advised that the Group 70 – Information Technology Schedule is not to be used as a means to procure services which properly fall under the Brooks Act. These services include, but are not limited to, architectural, engineering, mapping, cartographic production, remote sensing, geographic information systems, and related services. FAR 36.6 distinguishes between mapping services of an A/E nature and mapping services which are not connected nor incidental to the traditionally accepted A/E Services.

Note 3: This solicitation is not intended to solicit for the reselling of IT Professional Services, except for the provision of implementation, maintenance, integration, or training services in direct support of a product. Under such circumstances the services must be performance by the publisher or manufacturer or one of their authorized agents.

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Contract Number: GS-35F-0216P
Period Covered by Contract: January 15th, 2014 – January 14th, 2019

General Services Administration
Federal Acquisition Service

Pricelist current through Modification #22, dated June 19th, 2008

Products and ordering information in this Authorized FSS Information Technology Schedule Pricelist are also available on the GSA Advantage! System. Agencies can browse GSA Advantage! by accessing the Federal Acquisition Service's Home Page via the Internet at <http://www.fss.gsa.gov/>

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INFORMATION FOR ORDERING ACTIVITIES APPLICABLE TO ALL SPECIAL ITEM NUMBERS

SPECIAL NOTICE TO AGENCIES: Small Business Participation

SBA strongly supports the participation of small business concerns in the Federal Acquisition Service. To enhance Small Business Participation SBA policy allows agencies to include in their procurement base and goals, the dollar value of orders expected to be placed against the Federal Supply Schedules, and to report accomplishments against these goals.

For orders exceeding the micropurchase threshold, FAR 8.404 requires agencies to consider the catalogs/pricelists of at least three schedule contractors or consider reasonably available information by using the GSA Advantage!TM on-line shopping service (www.fss.gsa.gov). The catalogs/pricelists, GSA Advantage!TM and the Federal Acquisition Service Home Page (www.fss.gsa.gov) contain information on a broad array of products and services offered by small business concerns.

This information should be used as a tool to assist ordering activities in meeting or exceeding established small business goals. It should also be used as a tool to assist in including small, small disadvantaged, and women-owned small businesses among those considered when selecting pricelists for a best value determination.

For orders exceeding the micropurchase threshold, customers are to give preference to small business concerns when two or more items at the same delivered price will satisfy their requirement.

1. GEOGRAPHIC SCOPE OF CONTRACT:

Domestic delivery is delivery within the 48 contiguous states, Alaska, Hawaii, Puerto Rico, Washington, DC, and U.S. Territories. Domestic delivery also includes a port or consolidation point, within the aforementioned areas, for orders received from overseas activities.

Overseas delivery is delivery to points outside of the 48 contiguous states, Washington, DC, Alaska, Hawaii, Puerto Rico, and U.S. Territories.

Offerors are requested to check one of the following boxes:

- The Geographic Scope of Contract will be domestic and overseas delivery.
- The Geographic Scope of Contract will be overseas delivery only.
- The Geographic Scope of Contract will be domestic delivery only.

For Special Item Number 132-53 Wireless Services ONLY, if awarded, list the limited geographic coverage area:

2. CONTRACTOR'S ORDERING ADDRESS AND PAYMENT INFORMATION:

All orders placed under this Schedule may be directed to the following:

Company Name	DeVine Consulting, Inc.
Address 1:	2610 Central Ave.
Address 2:	Suite 120
City, State & Postal Code:	Union City, CA 94587
Attention:	Contracts Manager
e-mail:	sales@devineco.com
Phone Number:	510-324-3700
Facsimile:	510-324-3711

All payments under this schedule should be forwarded to:

Company Name	DeVine Consulting, Inc.
Address 1:	P.O. Box 580
Address 2:	
City, State & Postal Code:	Union City, CA 94587
Attention:	Accounts Receivable
e-mail:	contracts@devineco.com
Phone Number:	510-324-3700
Facsimile:	510-324-3711

Contractors are required to accept credit cards for payments equal to or less than the micro-purchase threshold for oral or written delivery orders. Credit cards will be acceptable for payment above the micro-purchase threshold. In addition, bank account information for wire transfer payments will be shown on the invoice.

The following telephone number(s) can be used by ordering activities to obtain technical and/or ordering assistance:

Technical ordering assistance	Phone number
Jeffrey DeVine	510-324-3700 x106

3. LIABILITY FOR INJURY OR DAMAGE

The Contractor shall not be liable for any injury to ordering activity personnel or damage to ordering activity property arising from the use of equipment maintained by the Contractor, unless such injury or damage is due to the fault or negligence of the Contractor.

4. STATICAL DATA FOR GOVERNMENT ORDERING OFFICE COMPLETION OF STANDARD FORM 279:

Block 9: G. Order/Modification Under Federal Schedule

Block 16: Data Universal Numbering System (DUNS) Number: **841688091**

Block 30: Type of Contractor - A

- A. Small Disadvantaged Business
- B. Other Small Business
- C. Large Business
- G. Other Nonprofit Organization
- L. Foreign Contractor

Block 31: Woman-Owned Small Business - No

Block 36: Contractor's Taxpayer Identification Number (TIN): 94-3328404

4a. CAGE Code: 1UQN7

4b. Contractor has registered with the Central Contractor Registration Database.

5. FOB DESTINATION

The FOB is Destination

6. DELIVERY SCHEDULE

a. **TIME OF DELIVERY:** The Contractor shall deliver to destination within the number of calendar days after receipt of order (ARO), as set forth below:

SPECIAL ITEM NUMBER	DELIVERY TIME (Days ARO)
132-51	1 Days

b. **URGENT REQUIREMENTS:** When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering activity, ordering activities are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering activity, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.

7. DISCOUNTS: Prices shown are NET Prices; Basic Discounts have been deducted.

- a. Prompt Payment: 3% - 10 days from receipt of invoice or date of acceptance, whichever is later.
- b. Quantity: None
- c. Dollar Volume: None
- d. Government Educational Institutions: Government Educational Institutions are offered the same discounts as all other Government customers.
- e. Other: None

8. TRADE AGREEMENTS ACT OF 1979, as amended:

All items are U.S. made end products, designated country end products, Caribbean Basin country end products, Canadian end products, or Mexican end products as defined in the Trade Agreements Act of 1979, as amended.

9. STATEMENT CONCERNING AVAILABILITY OF EXPORT PACKING:

N/A to SIN 132-51

10. Small Requirements: The minimum dollar value of orders to be issued is \$100.00.

11. MAXIMUM ORDER (All dollar amounts are exclusive of any discount for prompt payment.)

- a. The Maximum Order value for the following Special Item Numbers (SINs) is \$500,000:
Special Item Number 132-51 - Information Technology (IT) Professional Services

12. ORDERING PROCEDURES FOR FEDERAL SUPPLY SCHEDULE CONTRACTS

Ordering activities shall use the ordering procedures of Federal Acquisition Regulation (FAR) 8.405 when placing an order or establishing a BPA for supplies or services. These procedures apply to all schedules.

- a. FAR 8.405-1 Ordering procedures for supplies, and services not requiring a statement of work.
- b. FAR 8.405-2 Ordering procedures for services requiring a statement of work.

13. FEDERAL INFORMATION TECHNOLOGY/TELECOMMUNICATION STANDARDS

REQUIREMENTS: ordering activities acquiring products from this Schedule must comply with the provisions of the Federal Standards Program, as appropriate (reference: NIST Federal Standards Index). Inquiries to determine whether or not specific products listed herein comply with Federal Information Processing Standards (FIPS) or Federal Telecommunication Standards (FED-STDS), which are cited by ordering activities, shall be responded to promptly by the Contractor.

13.1 FEDERAL INFORMATION PROCESSING STANDARDS PUBLICATIONS (FIPS PUBS):

Information Technology products under this Schedule that do not conform to Federal Information Processing Standards (FIPS) should not be acquired unless a waiver has been granted in accordance with the applicable "FIPS Publication." Federal Information Processing Standards Publications (FIPS PUBS) are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Information concerning their availability and applicability should be obtained from the National Technical Information Service (NTIS), 5285 Port Royal Road, Springfield, Virginia 22161. FIPS PUBS include voluntary standards when these are adopted for Federal use. Individual orders for FIPS PUBS should be referred to the NTIS Sales Office, and orders for subscription service should be referred to the NTIS Subscription Officer, both at the above address, or telephone number (703) 487-4650.

13.2 FEDERAL TELECOMMUNICATION STANDARDS (FED-STDS): Telecommunication products under this Schedule that do not conform to Federal Telecommunication Standards (FED-STDS) should not be acquired unless a waiver has been granted in accordance with the applicable "FED-STD." Federal Telecommunication Standards are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Ordering information and information concerning the availability of FED-STDS should be obtained from the GSA, Federal Acquisition Service, Specification Section, 470 East L'Enfant Plaza, Suite 8100, SW, Washington, DC 20407, telephone number (202)619-8925. Please include a self-addressed mailing label when requesting information by mail. Information concerning their applicability can be obtained by writing or calling the U.S. Department of Commerce, National Institute of Standards and Technology, Gaithersburg, MD 20899, telephone number (301)975-2833.

14. CONTRACTOR TASKS / SPECIAL REQUIREMENTS (C-FSS-370) (NOV 2003)

- (a) Security Clearances: The Contractor may be required to obtain/possess varying levels of security clearances in the performance of orders issued under this contract. All costs associated with obtaining/possessing such security clearances should be factored into the price offered under the Multiple Award Schedule.
- (b) Travel: The Contractor may be required to travel in performance of orders issued under this contract. Allowable travel and per diem charges are governed by Pub .L. 99-234 and FAR Part 31, and are reimbursable by the ordering agency or can be priced as a fixed price item on orders placed under the Multiple Award Schedule. Travel in performance of a task order will only be reimbursable to the extent authorized by the ordering agency. The Industrial Funding Fee does NOT apply to travel and per diem charges.
- (c) Certifications, Licenses and Accreditations: As a commercial practice, the Contractor may be required to obtain/possess any variety of certifications, licenses and accreditations for specific FSC/service code classifications offered. All costs associated with obtaining/ possessing such certifications, licenses and accreditations should be factored into the price offered under the Multiple Award Schedule program.

- (d) Insurance: As a commercial practice, the Contractor may be required to obtain/possess insurance coverage for specific FSC/service code classifications offered. All costs associated with obtaining/possessing such insurance should be factored into the price offered under the Multiple Award Schedule program.
- (e) Personnel: The Contractor may be required to provide key personnel, resumes or skill category descriptions in the performance of orders issued under this contract. Ordering activities may require agency approval of additions or replacements to key personnel.
- (f) Organizational Conflicts of Interest: Where there may be an organizational conflict of interest as determined by the ordering agency, the Contractor's participation in such order may be restricted in accordance with FAR Part 9.5.
- (g) Documentation/Standards: The Contractor may be requested to provide products or services in accordance with rules, regulations, OMB orders, standards and documentation as specified by the agency's order.
- (h) Data/Deliverable Requirements: Any required data/deliverables at the ordering level will be as specified or negotiated in the agency's order.
- (i) Government-Furnished Property: As specified by the agency's order, the Government may provide property, equipment, materials or resources as necessary.
- (j) Availability of Funds: Many Government agencies' operating funds are appropriated for a specific fiscal year. Funds may not be presently available for any orders placed under the contract or any option year. The Government's obligation on orders placed under this contract is contingent upon the availability of appropriated funds from which payment for ordering purposes can be made. No legal liability on the part of the Government for any payment may arise until funds are available to the ordering Contracting Officer.
- (k) Overtime: For professional services, the labor rates in the Schedule should not vary by virtue of the Contractor having worked overtime. For services applicable to the Service Contract Act (as identified in the Schedule), the labor rates in the Schedule will vary as governed by labor laws (usually assessed a time and a half of the labor rate).

15. CONTRACT ADMINISTRATION FOR ORDERING ACTIVITIES: Any ordering activity, with respect to any one or more delivery orders placed by it under this contract, may exercise the same rights of termination as might the GSA Contracting Officer under provisions of FAR 52.212-4, paragraphs (l) Termination for the ordering activity's convenience, and (m) Termination for Cause (See 52.212-4)

16. GSA ADVANTAGE!

GSA Advantage! is an on-line, interactive electronic information and ordering system that provides on-line access to vendors' schedule prices with ordering information. GSA Advantage! will allow the user to perform various searches across all contracts including, but not limited to:

- (1) Manufacturer;
- (2) Manufacturer's Part Number; and
- (3) Product categories.

Agencies can browse GSA Advantage! by accessing the Internet World Wide Web utilizing a browser (ex.: NetScape). The Internet address is <http://www.fss.gsa.gov/>.

17. PURCHASE OF OPEN MARKET ITEMS

NOTE: Open Market Items are also known as incidental items, noncontract items, non-Schedule items, and items not on a Federal Supply Schedule contract. ODCs (Other Direct Costs) are not part of this contract and should be treated as open market purchases. Ordering Activities procuring open market items must follow FAR 8.402(f).

For administrative convenience, an ordering activity contracting officer may add items not on the Federal Supply Multiple Award Schedule (MAS) -- referred to as open market items -- to a Federal Supply Schedule blanket purchase agreement (BPA) or an individual task or delivery order, **only if-**

- (1) All applicable acquisition regulations pertaining to the purchase of the items not on the Federal Supply Schedule have been followed (e.g., publicizing (Part 5), competition requirements (Part 6), acquisition of commercial items (Part 12), contracting methods (Parts 13, 14, and 15), and small business programs (Part 19));
- (2) The ordering activity contracting officer has determined the price for the items not on the Federal Supply Schedule is fair and reasonable;
- (3) The items are clearly labeled on the order as items not on the Federal Supply Schedule; and
- (4) All clauses applicable to items not on the Federal Supply Schedule are included in the order.

18. CONTRACTOR COMMITMENTS, WARRANTIES AND REPRESENTATIONS

a. For the purpose of this contract, commitments, warranties and representations include, in addition to those agreed to for the entire schedule contract:

- (1) Time of delivery/installation quotations for individual orders;
- (2) Technical representations and/or warranties of products concerning performance, total system performance and/or configuration, physical, design and/or functional characteristics and capabilities of a product/equipment/ service/software package submitted in response to requirements which result in orders under this schedule contract.
- (3) Any representations and/or warranties concerning the products made in any literature, description, drawings and/or specifications furnished by the Contractor.

b. The above is not intended to encompass items not currently covered by the GSA Schedule contract.

19. OVERSEAS ACTIVITIES

The terms and conditions of this contract shall apply to all orders for installation, maintenance and repair of equipment in areas listed in the pricelist outside the 48 contiguous states and the District of Columbia, except as indicated below:

Upon request of the Contractor, the ordering activity may provide the Contractor with logistics support, as available, in accordance with all applicable ordering activity regulations. Such ordering activity support will be provided on a reimbursable basis, and will only be provided to the Contractor's technical personnel whose services are exclusively required for the fulfillment of the terms and conditions of this contract.

20. BLANKET PURCHASE AGREEMENTS (BPAs)

The use of BPAs under any schedule contract to fill repetitive needs for supplies or services is allowable. BPAs may be established with one or more schedule contractors. The number of BPAs to be established is within the discretion of the ordering activity establishing the BPA and should be based on a strategy that is expected to maximize the effectiveness of the BPA(s). Ordering activities shall follow FAR 8.405-3 when creating and implementing BPA(s).

21. CONTRACTOR TEAM ARRANGEMENTS

Contractors participating in contractor team arrangements must abide by all terms and conditions of their respective contracts. This includes compliance with Clauses 552.238-74, Industrial Funding Fee and Sales Reporting, i.e., each contractor (team member) must report sales and remit the IFF for all products and services provided under its individual contract.

22. INSTALLATION, DEINSTALLATION, REINSTALLATION

The Davis-Bacon Act (40 U.S.C. 276a-276a-7) provides that contracts in excess of \$2,000 to which the United States or the District of Columbia is a party for construction, alteration, or repair (including painting and decorating) of public buildings or public works with the United States, shall contain a clause that no laborer or mechanic employed directly upon the site of the work shall received less than the prevailing wage rates as determined by the Secretary of Labor. The requirements of the Davis-Bacon Act do not apply if the construction work is incidental to the furnishing of supplies, equipment, or services. For example, the requirements do not apply to simple installation or alteration of a public building or public work that is incidental to furnishing supplies or equipment under a supply contract. However, if the construction, alteration or repair is segregable and exceeds \$2,000, then the requirements of the Davis-Bacon Act applies.

The ordering activity issuing the task order against this contract will be responsible for proper administration and enforcement of the Federal labor standards covered by the Davis-Bacon Act. The proper Davis-Bacon wage determination will be issued by the ordering activity at the time a request for quotations is made for applicable construction classified installation, deinstallation, and reinstallation services under SIN 132-8.

23. SECTION 508 COMPLIANCE.

If applicable, Section 508 compliance information on the supplies and services in this contract are available in Electronic and Information Technology (EIT) at the following:

www.devineco.com

The EIT standard can be found at: www.Section508.gov/.

24. PRIME CONTRACTOR ORDERING FROM FEDERAL SUPPLY SCHEDULES.

Prime Contractors (on cost reimbursement contracts) placing orders under Federal Supply Schedules, on behalf of an ordering activity, shall follow the terms of the applicable schedule and authorization and include with each order –

(a) A copy of the authorization from the ordering activity with whom the contractor has the prime contract (unless a copy was previously furnished to the Federal Supply Schedule contractor); and

(b) The following statement:

This order is placed under written authorization from _____ dated _____. In the event of any inconsistency between the terms and conditions of this order and those of your Federal Supply Schedule contract, the latter will govern.

25. INSURANCE—WORK ON A GOVERNMENT INSTALLATION (JAN 1997)(FAR 52.228-5)

(a) The Contractor shall, at its own expense, provide and maintain during the entire performance of this contract, at least the kinds and minimum amounts of insurance required in the Schedule or elsewhere in the contract.

(b) Before commencing work under this contract, the Contractor shall notify the Contracting Officer in writing that the required insurance has been obtained. The policies evidencing required insurance shall contain an endorsement to the effect that any cancellation or any material change adversely affecting the Government's interest shall not be effective—

(1) For such period as the laws of the State in which this contract is to be performed prescribe; or

(2) Until 30 days after the insurer or the Contractor gives written notice to the Contracting Officer, whichever period is longer.

(c) The Contractor shall insert the substance of this clause, including this paragraph (c), in subcontracts under this contract that require work on a Government installation and shall require subcontractors to provide and maintain

the insurance required in the Schedule or elsewhere in the contract. The Contractor shall maintain a copy of all subcontractors' proofs of required insurance, and shall make copies available to the Contracting Officer upon request.

26. SOFTWARE INTEROPERABILITY.

Offerors are encouraged to identify within their software items any component interfaces that support open standard interoperability. An item's interface may be identified as interoperable on the basis of participation in a Government agency-sponsored program or in an independent organization program. Interfaces may be identified by reference to an interface registered in the component registry located at <http://www.core.gov>.

27. ADVANCE PAYMENTS

A payment under this contract to provide a service or deliver an article for the United States Government may not be more than the value of the service already provided or the article already delivered. Advance or pre-payment is not authorized or allowed under this contract. (31 U.S.C. 3324)

**TERMS AND CONDITIONS APPLICABLE TO INFORMATION
TECHNOLOGY (IT)
PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-51) AND
ELECTRONIC COMMERCE (EC) SERVICES (SPECIAL ITEM NUMBER 132-
52)**

1. SCOPE

- a. The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services and Special Item Number 132-52 Electronic Commerce Services apply exclusively to IT/EC Services within the scope of this Information Technology Schedule.
- b. The Contractor shall provide services at the Contractor's facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.

2. PERFORMANCE INCENTIVES

- a. Performance incentives may be agreed upon between the Contractor and the ordering activity on individual fixed price orders or Blanket Purchase Agreements under this contract in accordance with this clause.
- b. The ordering activity must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.
- c. Incentives should be designed to relate results achieved by the contractor to specified targets. To the maximum extent practicable, ordering activities shall consider establishing incentives where performance is critical to the ordering activity's mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.

3. ORDER

- a. Agencies may use written orders, EDI orders, blanket purchase agreements, individual purchase orders, or task orders for ordering services under this contract. Blanket Purchase Agreements shall not extend beyond the end of the contract period; all services and delivery shall be made and the contract terms and conditions shall continue in effect until the completion of the order. Orders for tasks which extend beyond the fiscal year for which funds are available shall include FAR 52.232-19 (Deviation – May 2003) Availability of Funds for the Next Fiscal Year. The purchase order shall specify the availability of funds and the period for which funds are available.
- b. All task orders are subject to the terms and conditions of the contract. In the event of conflict between a task order and the contract, the contract will take precedence.

4. PERFORMANCE OF SERVICES

- a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.
- b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.
- c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.
- d. Any Contractor travel required in the performance of IT/EC Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established

Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

5. STOP-WORK ORDER (FAR 52.242-15) (AUG 1989)

(a) The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 days after the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either-

- (1) Cancel the stop-work order; or
- (2) Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.

(b) If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, the Contractor shall resume work. The Contracting Officer shall make an equitable adjustment in the delivery schedule or contract price, or both, and the contract shall be modified, in writing, accordingly, if-

- (1) The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and
- (2) The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.

(c) If a stop-work order is not canceled and the work covered by the order is terminated for the convenience of the Government, the Contracting Officer shall allow reasonable costs resulting from the stop-work order in arriving at the termination settlement.

(d) If a stop-work order is not canceled and the work covered by the order is terminated for default, the Contracting Officer shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

6. INSPECTION OF SERVICES

The Inspection of Services-Fixed Price (AUG 1996) (Deviation – May 2003) clause at FAR 52.246-4 applies to firm-fixed price orders placed under this contract. The Inspection-Time-and-Materials and Labor-Hour (JAN 1986) (Deviation – May 2003) clause at FAR 52.246-6 applies to time-and-materials and labor-hour orders placed under this contract.

7. RESPONSIBILITIES OF THE CONTRACTOR

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 (Deviation – May 2003) Rights in Data – General, may apply.

8. RESPONSIBILITIES OF THE ORDERING ACTIVITY

Subject to security regulations, the ordering activity shall permit Contractor access to all facilities necessary to perform the requisite IT/EC Services.

9. INDEPENDENT CONTRACTOR

All IT/EC Services performed by the Contractor under the terms of this contract shall be as an independent Contractor, and not as an agent or employee of the ordering activity.

10. ORGANIZATIONAL CONFLICTS OF INTEREST

a. Definitions.

“Contractor” means the person, firm, unincorporated association, joint venture, partnership, or corporation that is a party to this contract.

“Contractor and its affiliates” and “Contractor or its affiliates” refers to the Contractor, its chief executives, directors, officers, subsidiaries, affiliates, subcontractors at any tier, and consultants and any joint venture involving the Contractor, any entity into or with which the Contractor subsequently merges or affiliates, or any other successor or assignee of the Contractor.

An “Organizational conflict of interest” exists when the nature of the work to be performed under a proposed ordering activity contract, without some restriction on ordering activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor’s or its affiliates’ objectivity in performing contract work.

b. To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the ordering activity, ordering activities may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.

11. INVOICES

The Contractor, upon completion of the work ordered, shall submit invoices for IT/EC services. Progress payments may be authorized by the ordering activity on individual orders if appropriate. Progress payments shall be based upon completion of defined milestones or interim products. Invoices shall be submitted monthly for recurring services performed during the preceding month.

12. PAYMENTS

For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts at FAR 52.232-7 (DEC 2002), (Alternate II – Feb 2002) (Deviation – May 2003) applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts at FAR 52.232-7 (DEC 2002), (Alternate II – Feb 2002) (Deviation – May 2003)) applies to labor-hour orders placed under this contract. 52.216-31(Feb 2007) Time-and-Materials/Labor-Hour Proposal Requirements—Commercial Item Acquisition As prescribed in 16.601(e)(3), insert the following provision:

(a) The Government contemplates award of a Time-and-Materials or Labor-Hour type of contract resulting from this solicitation.

(b) The offeror must specify fixed hourly rates in its offer that include wages, overhead, general and administrative expenses, and profit. The offeror must specify whether the fixed hourly rate for each labor category applies to labor performed by—

- (1) The offeror;
- (2) Subcontractors; and/or
- (3) Divisions, subsidiaries, or affiliates of the offeror under a common control.

13. RESUMES

Resumes shall be provided to the GSA Contracting Officer or the user ordering activity upon request.

14. INCIDENTAL SUPPORT COSTS

Incidental support costs are available outside the scope of this contract. The costs will be negotiated separately with the ordering activity in accordance with the guidelines set forth in the FAR.

15. APPROVAL OF SUBCONTRACTS

The ordering activity may require that the Contractor receive, from the ordering activity's Contracting Officer, written consent before placing any subcontract for furnishing any of the work called for in a task order.

16. DESCRIPTION OF IT/EC SERVICES AND PRICING

Labor Category Descriptions

1. Commercial Job Title: Program Manager

Minimum/General Experience: Twelve years experience administering contracts, meeting with Government Contracting Officer's, communicating policies, purposes and goals, with increasing responsibilities in information systems design and/or management. Specialized experience includes: project development from inception to deployment, expertise in the management and control of funds and resources using complex reporting mechanisms, demonstrated capability in managing multi-task contracts and/or subcontracts of various types and complexity.

Functional Responsibility: Serves as the contractor's single contract manager, and shall be the contractor's authorized interface with the Government Contracting Officer (CO), the contract level Contracting Officer's Representative (COR), government management personnel and customer agency representatives. Responsible for formulating and enforcing work standards, assigning contractor schedules, reviewing work discrepancies, supervising contractor personnel and communicating policies, purposes, and goals of the organization to subordinates. Shall be responsible for the overall contract performance and shall not serve in any other capacity under this contract.

Education: Bachelor's degree in Computer Science, Information Systems Engineering, Business, Physical Science, or other technically related discipline such as Industrial Engineering.

2. Commercial Job Title: Project Manager

Minimum/General Experience: Eight years experience managing large complex projects, of which at least five years must be specialized. Specialized experience includes: project development from inception to deployment, expertise in the management and control of funds and resources using complex reporting mechanisms, demonstrated capability in managing multi-task contracts and/or subcontracts of various types, and complexity.

Functional Responsibility: Serves as the project manager for a large, complex task order (or a group of task orders affecting the same common/standard/migration system). Assists the Program Manager in working with the Government Contracting Officer (CO), the contract-level Contracting Officer's Representative (COR), the task order level COR(s), government management personnel and customer agency representatives. Under the guidance of the Program Manager, responsible for the overall management of the specific task order(s) and insuring that the technical solutions and schedules in the task order are implemented in a timely manner. Performs enterprise wide horizontal integration planning and interfaces to other functional systems.

Education: Bachelor's degree in Computer Science, Information Systems Engineering, Business, Physical Science, or other technically related discipline such as Industrial Engineering.

3. Commercial Job Title: Quality Assurance Manager

General Experience: Eight years experience establishing and maintaining processes for quality control, with increasing responsibilities in quality assurance, quality control, and team leader responsibilities, of which at least five years must be specialized. Specialized experience includes: Configuration Management, verification and validation, system/software testing and integration, software metrics and their application to system/software quality assessment.

Functional Responsibility: Establishes and maintains a process for evaluating software and associated documentation. Determines the resources required for quality control. Maintains the level of quality throughout the software life cycle. Conducts formal and informal reviews at pre-determined points throughout the development life cycle. Provides daily supervision and direction to support staff.

Education: Bachelor's degree in Computer Science, Information Systems, Engineering, Business, Physical Science, or other technically related discipline such as Industrial Engineering.

4. Commercial Job Title: Quality Assurance Analyst

Minimum/General Experience: Six years experience providing technical and administrative direction for personnel with increasing responsibilities in assignments of technical nature, which at least three years must be specialized. Specialized experience includes: analysis and design of business applications on complex systems for large-scale computers, data base management, use of the programming languages such as Ada base, COBOL, 4GL, and/or RDBMS. Knowledge of current storage and retrieval methods and demonstrated ability to formulate specifications for computer programmers to use in coding, testing, and debugging of computer programs. Proven understanding and applications of government documentation standards. Proven ability to work independently or under only general direction on complex application problems involving all phases of systems analysis is required.

Functional Responsibility: Provides technical and administrative direction for personnel performing software development tasks, including the review of work products for correctness, adherence to the design concept and to user standards, review of program documentation to assure government standards/requirements are adhered to, and for progress in accordance with schedules. Coordinates with the Project Manager and/or Quality Assurance Manager to ensure problem solution and user satisfaction. Make recommendations, if needed, for approval of major systems installation. Prepares milestone status reports and deliveries/presentations on the system concept to colleagues, subordinates, and end user representatives.

Education: Bachelor's degree in Computer Science, Information Systems, Engineering, Business, Physical Science, or other technically related discipline such as Industrial Engineering.

5. Commercial Job Title: Project Control Specialist

Minimum/General Experience: Eight years experience in a project management capacity, of which five must be specialized. Must have experience with standard financial accounting procedures and project management tools such as Microsoft Project. Specialized experience includes: project coordination using information technology tools, such as WebEX and developing project status reports.

Functional Responsibility: Directs all financial management and administrative activities, such as budgeting, manpower and resource planning, and financial reporting. Performs complex evaluations of existing procedures, processes, techniques, models, and/or systems related to management problems or contractual issues, which would

require a report and recommend solutions. Develops work breakdown structures, prepare charts, tables, graphs, and diagrams to assist in analyzing problems. Provides daily supervision and direction to staff. Must demonstrate the ability to work independently or under only general direction.

Education: Bachelor's degree in Computer Science, Information Systems, Engineering, Business or other related discipline such as Systems Management.

6. Commercial Job Title: Program Administration Specialist

Minimum/General Experience: Four years experience in general contract administration. Specialized experience includes: Strong knowledge of procurement procedures, rules and regulations; Experience with Microsoft Office; Ability to prepare and format reports for superiors.

Functional Responsibility: Assists in the preparation of management plans and reports. Coordinates schedules to facilitate completion of proposals, contract deliverables, task order review, briefing/presentations, and IPR preparation. Performs analysis, development, and review of program administrative operating procedures. Works with limited supervision and direction. Required to use judgment and initiative in problem solving.

Education: High School diploma.

7. Commercial Job Title: Senior Functional Analyst

Minimum/General Experience: Eight years experience developing functional requirements for complex integrated systems. Specialized experience includes: developing systems requirements or functional requirements for complex integrated information systems business processes and/or programs.

Functional Responsibility: Analyze user needs to determine functional and cross-functional requirements. Performs functional allocation to identify required tasks and their interrelationships. Identifies resources required for each task. Provides daily supervision and direction to support staff. Must demonstrate the ability to work independently.

Education: Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline such as an MBA.

8. Commercial Job Title: Functional Analyst

Minimum/General Experience: Six years experience, developing functional requirements for complex integrated systems. Specialized experience includes: developing functional requirements for complex integrated ADP systems.

Functional Responsibility: Analyze user needs to determine functional and cross-functional requirements. Performs functional allocation to identify required tasks and their interrelationships. Identifies resources required for each task. Must demonstrate the ability to work independently or under only general direction.

Education: Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline such as an MBA.

9. Commercial Job Title: Senior Systems Engineer

Minimum/General Experience: Eight years general experience providing system engineering and network support. Specialized experience includes: supervision of system engineers, familiarity with a network topologies and

configurations, X.25, TCP/IP, IPX, Frame Relay, ATM, bridges, routers, hubs and experience with the logical and physical functional, operational, and technical architecture of large and complex information systems. Requires at least 2 certifications in network operating systems.

Functional Responsibility: Establishes system information requirements using analysis of the information engineer(s) in the development of enterprise-wide or large scale information systems. Designs architecture to include the software, hardware, and communications to support the total requirements as well as provide for present and future cross functional requirements and interfaces. Evaluates analytical and systematical problems of work flows, organization, and planning and develops appropriate corrective action. Provides daily supervision and direction to staff.

Education: Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline such as an MBA.

10. Commercial Job Title: Systems Engineer

Minimum/General Experience: Four years experience providing LAN/WAN design, implementation and administration services, of which at least two years must be specialized. Specialized experience includes: supervision of system engineers, familiar with a network topologies and configurations, X.25, TCP/IP, IPX, Frame Relay, ATM, bridges, routers, hubs and experience with the logical and physical functional, operational, and technical architecture of large and complex information systems. At least one certification in network operating systems is required.

Functional Responsibility: Establishes system information requirements using analysis of the information engineer(s) in the development of enterprise-wide or large scale information systems. Designs architecture to include the software, hardware, and communications to support the total requirements as well as provide for present and future cross functional requirements and interfaces. Evaluates analytical and systematical problems of work corrective action.

Education: Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline such as Mechanical Engineering.

11. Commercial Job Title: Senior Information Engineer

Minimum/General Experience: Ten years experience, in the implementation of information engineering projects; systems analysis, design and programming using CASE and IE tools and methods, systems planning, business information planning, and business analysis. Specialized experience, in information systems development, functional and data requirements analysis, systems analysis and design programming, program design and documentation preparation.

Functional Responsibility: Applies business process improvement practices to re-engineer methodologies/principles and business process modernization projects. Applies, as appropriate, activity and data modeling, transaction flow analysis, internal control and risk analysis and modern business methods and performance measurement techniques. Assists in establishing standards for information systems procedures. Develops and applies organization-wide information models for use in designing and building integrated, shared software and database management systems. Constructs sound, logical business improvement opportunities consistent with corporate Information Management guiding principles, cost savings, and open systems architecture objectives. Provides daily supervision and direction to staff. Must demonstrate the ability to work independently or under only general direction.

Education: Bachelor's degree in Computer Science, Information Systems, Engineering, Business, Science or other technically related discipline such as Electrical Engineering.

12. Commercial Job Title: Senior Communications Engineer

Minimum/General Experience: Five years of experience in the design, development, and evaluation of various engineering programs, preferably on communications systems and equipment.

Functional Responsibility: Perform analysis and simulation for various digital communication systems. Support projects in mathematical modeling, performance analysis and system simulation of communication systems. Provide computer support to analysis and simulation teams. Provides system engineering support to military and civil customers in various digital communication systems.

Education: Bachelor's degree in Computer Science, Information Systems, Engineering, and Business, Science or other technically related discipline such as Electrical Engineering.

13. Commercial Job Title: Communications Engineer

Minimum/General Experience: Three years of experience in the design, development, and evaluation of various engineering programs, preferably on communications systems and equipment.

Functional Responsibility: Perform analysis and simulation for various digital communication systems. Support projects in mathematical modeling, performance analysis and system simulation of communication systems. Provides computer support to analysis and simulation teams. Provides system engineering, support to military and civil customers in various digital communication systems.

Education: Bachelor's degree in Computer Science, Information Systems, Engineering, and Business, Science or other technically related discipline such as Electrical Engineering.

14. Commercial Job Title: Junior Communications Engineer

Minimum/General Experience: Three years of practical, or progressive engineering experience in communications systems, subsystems, associated components, and equipment.

Functional Responsibility: Perform analysis and simulation for various digital communication systems. Support projects in mathematical modeling, performance analysis and system simulation of communication systems. Provide computer support to analysis and simulation teams. Provide system engineering support to military and civil customers in various digital communication systems.

Education: Bachelor's degree in Computer Science, Information Systems, Engineering, and Business, Science or other technically related discipline such as Electrical Engineering.

15. Commercial Job Title: Communications Technician

Minimum/General Experience: Three years experience utilizing a number of communications testing equipment and techniques in a wide range of applications, and in communications-related activities.

Functional Responsibility: Perform analysis and simulation for various digital communication systems. Support projects in mathematical modeling, performance analysis and system simulation of communication systems. Provide computer support to analysis and simulation teams. Provide system engineering support to military and civil customers in various digital communication systems.

Education: High School diploma or GED.

16. Commercial Job Title: Principal Database Technologist

Minimum/General Experience: Seven years of experience in systems analysis and programming. Experienced in defining database administration policies, procedures, standards, and guidelines. Experienced in logical and physical database design and in performing database analysis, conversion, loads, reorganization, verifications, recoveries and general maintenance. Working knowledge of data modeling tools and techniques.

Functional Responsibility: Participates in the creation of conceptual and logical data models, logical and physical database designs, and supports application development and end-user access to databases. Provides technical expertise and guidance in the development, implementation, operation and maintenance of database management systems. Evaluates and recommends available Database Management System (DBMS) products after matching requirements with system capabilities. Determines file organization, indexing methods and security procedures for specific applications. Reviews logical and physical design of existing databases and makes recommendations for modifications to ensure optimum operating efficiency. Monitors operational databases at production site for the purpose of identifying problems of database availability, efficiency, validity, and security.

For the Client/Server Database System: Designs, develops, implements and supports medium to large scale database systems in a large LAN to enterprise-wide WAN environment. Provides technical expertise and guidance in the design, implementation, operation, and maintenance of database management systems. Evaluates and recommends available DBMS products and servers after matching requirements with system capabilities. Determines file organization, indexing methods and security procedures for specific applications.

Minimum Education: Bachelor's degree in Computer Science, Information Systems, Engineering, and Business, Science or other technically related discipline such as Electrical Engineering.

17. Commercial Job Title: Senior Database Technologist

Minimum/General Experience: Five years of experience working with various database management systems. Experience in defining database administration policies, procedures, standards, and guidelines. and in performing database analysis, conversion, loads, reorganization, verifications, recoveries and general maintenance.

Functional Responsibility: Develops and/ or develops database projects. Provides highly technical expertise in the use of DBMS concepts. Evaluates and recommends available DBMS products and services to support validated user requirements. Defines file organization, indexing methods, and security procedures for specific user applications.

Minimum Education: Bachelor's degree in Computer Science, Information Systems, Engineering, and Business, Science or other technically related discipline such as Electrical Engineering.

18. Commercial Job Title: Junior Database Technologist

Minimum/General Experience: Two years of experience working with various database management systems. Experience in defining database administration policies, procedures, standards, and guidelines. Experience in performing database analysis, conversion, loads, reorganization, verifications, recoveries and general maintenance.

Functional Responsibility: Develops database projects. Provides highly technical expertise in the use of DBMS concepts. Evaluates and recommends available DBMS products and services to support validated user requirements. Defines file organization, indexing methods, and security procedures for specific user applications.

Minimum Education: Bachelor's degree in Computer Science, Information Systems, Engineering, and Business, Science or other technically related discipline such as Electrical Engineering.

19 Commercial Job Title: Network Operations Specialist

Minimum/General Experience: Five years of technical experience using advanced communications monitoring and diagnostic equipment. Two years specific experience in communication network management. Must possess the ability to rapidly diagnose and effect correction of communication network problems.

Functional Responsibility: Assist in the day-to-day operations of data center and support remote sites. Required to troubleshoot systems, identify failed components and recommend solutions. Responsible for basic system monitoring, network surveillance and responding to alarms. Follows escalation procedures once a problem has been isolated using our in-house tools and Standard Method of Operational Procedure document. The individual must open and resolve trouble tickets, and interface with network connectivity providers and onsite contacts.

Education: High school diploma or GED.

20. Commercial Job Title: Communications Equipment Technician

Minimum/General Experience: Four years of technical experience and two years experience in communications equipment, maintenance, installation or repair.

Functional Responsibility: Maintains, installs and repairs communications equipment

Education: High school diploma or GED.

21 Commercial Job Title: Senior Subject Matter Expert

Minimum/General Experience: Ten years of intensive and progressive experience with various areas of specialization, including Logistics, Enterprise data systems, systems analysis and automated tools and methods, such as I-CASE tools. Five years of experience in functional and Information Technology analysis/programming of subject matter closely related to the work to be automated.

Functional Responsibility: As an expert in the subject matter field, may augment or direct project teams. Provides high level functional and FIP systems analysis, design, integration, documentation, and implementation advice on exceptionally complex studies which require an expert knowledge of the subject matter for effective problem solution. Participates in all phases of study development with emphasis on the planning, analysis, documentation, and presentation phases. Applies higher level mathematical principles and methods to exceptionally difficult and narrowly defined technical problems in engineering and other physical sciences to arrive at automated solutions. Reviews and approves the design and preparation of technical documentation and reports. Prepares and delivers senior management presentations and briefings as required by the task order. May serve as a Task Leader, responsible for ensuring the quality and timeliness of services delivered.

Education: Bachelor's degree in Computer Science, Information Systems, Engineering, and Business, Science or other technically related discipline such as Electrical Engineering.

22. Commercial Job Title: Software Solution Architect

Minimum/General Experience: Ten years technical experience, which applies to large-scale application integration system planning. Requires demonstrated competence in the specification of application integration plans conforming the enterprise architecture, implementation and coordination of integration activities for complex information systems

Functional Responsibility: Defines and documents Enterprise Architectures for large scale applications.

Minimum Education: Master's Degree in Computer Science, Engineering or Information Systems.

23. Commercial Job Title: Senior Software Engineer

Minimum/General Experience: Eight years experience in software design, development and integration, of which at least six years must be specialized. Specialized experience includes: analysis and design of business applications on complex systems for largescale computers, data base management, use of programming languages such as Ada, C++, C#, JavaScript, Java, 4GL, and/or DBMS. Knowledge of current storage and retrieval methods and demonstrated ability to formulate specifications for computer programmers to use in coding, testing, and debugging of computer programs. General experience includes increasing responsibilities in assignments of a technical nature. Proven ability to work independently or under only general direction on complex application problems involving all phases of systems analysis is required.

Functional Responsibility: Provides technical and administrative direction for personnel performing software development tasks, including the review of work products for correctness, adherence to the design concept and to user standards, and for progress in accordance with schedules. Coordinates with the Project and/or Program Manager to ensure problem solution and user satisfaction. Makes recommendations, if needed, for approval of major systems installations. Prepares milestone status reports and deliveries/presentations on the system concept to colleagues, subordinates, and end user representatives. Provides daily supervision and direction to support staff.

Education: Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline such as Computer Graphics.

24. Commercial Job Title: Software Engineer

Minimum/General Experience: Five years experience in software design, development and integration. Analyzes and develops computer software possessing a wide range of capabilities, including numerous engineering, business, and records management functions. Specialized experience includes: analysis and design of business applications on complex systems for largescale computers, data base management, use of programming languages such as Ada, C++, C#, JavaScript, Java, 4GL, and/or DBMS.

Functional Responsibility: Provides technical and administrative direction for personnel performing software development tasks, including the review of work products for correctness, adherence to the design concept and to user standards, and for progress in accordance with schedules. Coordinates with the Project and/or Program Manager to ensure problem solution and user satisfaction. Makes recommendations, if needed, for approval of major systems installations. Prepares milestone status reports and deliveries/presentations on the system concept to colleagues, subordinates, and end user representatives. Provides daily supervision and direction to support staff.

Education: Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline such as Computer Graphics.

25. Commercial Job Title: Junior Software Engineer

Minimum/General Experience: One year of experience developing computer software.

Functional Responsibility: Provides technical and administrative assistance for personnel performing software development tasks, including the review of work products for correctness, adherence to the design concept and to user standards, and for progress in accordance with schedules. Coordinates with the Project and/or Program Manager to ensure problem solution and user satisfaction. Makes recommendations, if needed, for approval of major systems installations. Prepares milestone status reports and deliveries/presentations on the system concept to colleagues, subordinates, and end user representatives. Provides daily supervision and direction to support staff.

Education: Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline such as Computer Graphics.

26. Commercial Job Title: Engineering Manager

Minimum/General Experience: Ten years experience managing and leading computer and engineering teams throughout the engineering life cycles.

Functional Responsibility: Extensive knowledge of engineering concepts, procedures and practices. Develops and refines new engineering techniques to enhance quality and productivity. Established performance and technical standards. Generates and approves project and testing specifications. Schedules and allocates work, provides advice and guidance, and resolves problems to meet performance and financial objectives. May lead or coordinate complex task/project teams.

Education: Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline such as Computer Graphics.

27. Commercial Job Title: Engineer

Minimum/General Experience: Four years experience leading hardware and software development teams throughout engineering life cycles.

Functional Responsibility: Performs complex engineering analysis and design tasks. Prepares specifications and design, and implements solutions. May design subsystems; assists in developing standards. May work as part of a project team.

Education: Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline such as Computer Graphics.

28. Commercial Job Title: Senior Applications Programmer

Minimum/General Experience: Six years experience analyzing, designing and developing business applications, of which at least three years must be specialized. Specialized experience include: experience as an applications programmer on large-scale database management systems, knowledge of computer equipment and ability to develop complex software to satisfy design objectives. Demonstrated ability to work independently or under only general direction.

Functional Responsibility: Analyzes functional business applications and design specifications for functional activities. Develops block diagrams and logic flow charts. Translates detailed design into computer software. Tests, debugs, and refines the computer software to produce the required product. Prepares required documentation, including both program-level and user-level documentation. Enhances software to reduce operating time or improve efficiency. Provides technical direction to programmers to ensure program deadlines are met.

Education: Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline such as Computer Graphics.

29. Commercial Job Title: Application Programmer

Minimum/General Experience: Two years experience analyzing, designing and developing business applications, of which at least one year must be specialized. Specialized experience include: experience as an applications programmer on large-scale database management systems, knowledge of computer equipment and ability to develop complex software to satisfy design objectives. Demonstrated ability to work independently or under only general direction.

Functional Responsibility: Participates in the design of software tools and subsystems to support reuse and domain analysis. Assists Applications Engineer and Applications Programmer to interpret software requirements and design specifications to code, and integrate and test software components.

Education: Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline such as Computer Graphics.

30. Commercial Job Title: Junior Application Programmer

Minimum/General Experience: One year experience analyzing, designing and developing business applications, of which at least six months must be specialized. Specialized experience include: experience as an applications programmer on large-scale database management systems, knowledge of computer equipment and ability to develop complex software to satisfy design objectives. Demonstrated ability to work independently or under only general direction.

Functional Responsibility: Assists with the analysis of information requirements. Aids in the evaluation of problems with workflow, organization, and planning and helps develop appropriate corrective action.

Education: Associate's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline such as Computer Graphics.

31. Commercial Job Title: Senior Database Management Specialist

Minimum/General Experience: Eight years experience managing enterprise Databases, of which at least six years must be specialized. Specialized experience includes: demonstrated experience with DBMS design and system analysis, current operating systems software internals and data manipulation languages. General experience includes increasing responsibilities in the development and maintenance of data base systems.

Functional Responsibility: Manages the development of data base projects. Plans and budgets staff and data base resources. When necessary, reallocates resources to maximize benefits. Prepares and delivers presentations on data base management systems (DBMS) concepts. Provides daily supervision and direction to support staff.

Education: Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline such as Computer Graphics.

32. Commercial Job Title: Database Management Specialist

Minimum/General Experience: Five years experience managing Databases, of which at least three years must be specialized. Specialized experience includes: demonstrated experience using current DBMS' technologies, application design utilizing various DBMS and experience with DBMS internal functions. General experience includes increasing responsibilities in DBMS systems analysis and programming. Demonstrated ability to work independently or under only general direction.

Functional Responsibility: Provides highly technical expertise in the use of DBMS. Evaluates and recommends available DBMS products to support validated user requirements. Defines file organization, indexing methods, and security procedures for specific user applications.

Education: Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline such as Computer Graphics.

33. Commercial Job Title: Operations Manager

Minimum/General Experience: Seven years experience in a management capacity, of which at least five years must be specialized. Specialized experience includes: supervision and operations experience on a large-scale computer system, knowledge of hardware, software and operating systems. General experience includes operations experience on a large-scale computer system or a multi-server local area network.

Functional Responsibility: Manages computer operations. Ensures production schedules are met. Ensures computer system resources are used effectively. Coordinates the resolution of production-related problems. Ensures proper relationships are established between customers, teaming partners, and vendors to facilitate the delivery of information technology services. Provides users with computer output. Supervises staff operations.

Education: Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline such as Computer Graphics.

34. Commercial Job Title: System Administrator

Minimum/General Experience: Four years experience as a computer system administrator, of which at least three years must be specialized experience in administrating LINUX, UNIX, Windows, Banyan Vines or Novell systems or open systems and/or legacy systems. General experience includes operations experience on a large-scale computer system or a multi-server local area network.

Functional Responsibility: Supervises and manages the daily activities of configuration and operation of business systems which may be mainframe, mini, or client/server based. Optimizes system operation and resource utilization, and performs system capacity analysis and planning. Provides assistance to users in accessing and using business systems.

Education: Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline such as Computer Graphics.

35. Commercial Job Title: System Operator

Minimum/General Experience: Three years experience working in a data center, of which at least two years must be specialized experience operating a large-scale computer system or multi-server local area network. Must demonstrate sufficient knowledge of programming to understand how programs use computer hardware.

Functional Responsibility: Monitors and supports computer processing. Coordinates input, output, and file media. Distributes output and controls computer operation which may be main frame, mini, or client/server based.

Education: Associate's degree in Computer Science, Information Systems, Engineering, Business, Physical Science, or other technically related discipline, such as Computer Systems Administration is required.

36. Commercial Job Title: Senior Training Specialist

Minimum/General Experience: Six years experience training small and large teams of users, of which at least four years must be specialized. Specialized experience includes: experience in developing and providing technical and end-user training on computer hardware and application software. Demonstrated ability to work independently or under only general direction.

Functional Responsibility: Conducts the research necessary to develop and revise end user training courses and prepares appropriate training catalogs. Develops all instructor materials (course outline, background material, and training aids). Develops all student materials (course manuals, workbooks, handouts, completion certificates, and course critique forms).

Education: Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline such as Computer Graphics.

37. Commercial Job Title: Training Specialist

Minimum/General Experience: Three years experience training computer users, of which at least two years must be specialized. Specialized experience includes: experience in developing and providing technical and end-user training on computer hardware and application software. General experience includes information systems development, training, or related fields. Demonstrated ability to communicate orally and in writing.

Functional Responsibility: Conducts the research necessary to develop and revise end user training courses. Develops and revises these courses and prepares appropriate training catalogs. Prepares instructor materials (course outline, background material, and training aids). Prepares end user materials course manuals, workbooks, handouts, completion certificates, and course critique forms).

Education: Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline such as Computer Graphics.

38. Commercial Job Title: Help Desk Manager

Minimum/General Experience: Eight years experience managing a help desk, of which at least six years must be specialized. Specialized experience includes: management of help desks in a multiserver environment, comprehensive knowledge of PC operating systems, e.g., DOS, Windows, as well as networking and mail standards and supervision of help desk employees. General experience includes information systems development, network and other work in the client/server field, or related fields. Demonstrated ability to communicate orally and in writing and a positive customer service attitude.

Functional Responsibility: Provides daily supervision and direction to staff who are responsible for telephone and in-person support to users in the areas of e-mail, directories, COTS, standard Windows desktop applications, and applications developed or deployed under specific contract. Serves as the subject matter expert for troubleshooting hardware/software PC and printer problems.

Education: Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline such as Computer Graphics.

39. Commercial Job Title: Help Desk Specialist

Minimum/General Experience: Five years experience working in a help desk, of which at least three years must be specialized. Specialized experience includes: knowledge of PC operating systems, e.g., DOS, Windows, as well as networking and mail standards and experience in supporting a help desk. General experience includes information systems development and other work in the client/server field or related fields. Demonstrated ability to communicate orally and in writing and a positive customer service attitude.

Functional Responsibility: Provides telephone and in-person support to users in the areas of e-mail, directories, standard windows desktop COTS applications, and applications developed under this contract for predecessors. Serves as the initial point of contact for troubleshooting hardware/software PC and printer problems.

Education: Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline such as Computer Graphics.

40. Commercial Job Title: Junior Help Desk Specialist

Minimum/General Experience: Two years of experience in troubleshooting hardware, software and/or network problems.

Functional Responsibility: Answers incoming trouble calls or request for assistance; records and tracks status of trouble call into automated tracking system; provides general assistance to Help Desk Specialists and Manager as required.

Education: Associate's degree in Computer Science, Information Systems, Computer Hardware or related discipline such as Computer Systems Management.

41. Commercial Job Title: Hardware/Network Specialist

Minimum/General Experience: Four years general experience supporting computer systems and networking equipment of which two years must be specialized. Specialized experience includes: system analysis and evaluation of hardware and network capabilities and configurations. Must demonstrate the ability to work independently or under only general direction.

Functional Responsibility: Reviews computer systems in terms of machine capabilities and man-machine interface. Prepares reports and studies concerning hardware. Prepares functional requirements and specifications for hardware acquisitions. Ensures that problems have been properly identified and solutions will satisfy the user's requirements. Designs and optimizes network topologies. Directs and leads preparation of engineering plans and site installation Technical Design Packages. Develops hardware installation schedules. Directs and leads preparation of drawings documenting configuration changes at each site. Prepares site installation and test reports.

Education: High School diploma or GED.

42. Commercial Job Title: Hardware/Network Installation Technician

Minimum/General Experience: Four years experience supporting computer systems and networking equipment of which at least two years must be specialized. Specialized experience includes: supervision of installation technicians, analysis, design, and installation of computer based systems; analysis, and installation of local area networks; and analysis and installation of communication systems. Familiar with engineering documentation, network configurations and topologies, X.25, TCP/IP, Frame Relay, bridges, hubs, and routers. General experience includes increasing responsibilities in technical management. Proven ability to work independently or under only general direction.

Functional Responsibility: Organizes and directs hardware installations on site surveys. Assesses and documents current site network configuration and user requirements. Analyzes and develops new hardware requirements and prepares specifications for hardware acquisitions. Coordinates post installation operations and maintenance support.

Education: High School diploma or GED and technical training/certification, such as MCSE or CCNA.

43. Commercial Job Title: Junior Hardware/Network Installation Technician

Minimum/General Experience: One year general experience supporting and trouble shooting computer hardware and networks. Specialized experience includes: analysis and installation of workstations, peripherals and local area networks; fiber optic cable installation; specialized interconnect cable design and fabrication; and analysis and installation of communications systems.

Functional Responsibility: Conducts sites surveys; assesses and documents current site network configuration and user requirements. Analyzes existing requirements and prepares specifications for hardware acquisitions. Prepares engineering plans and site installation Technical Design Packages. Develops hardware installation schedules. Prepares drawings documenting configuration changes at each site. Prepares site installation and test reports. Configures computers, communications devices, and peripheral equipment. Installs network hardware. Trains site personnel in proper use of hardware. Builds specialized interconnecting cables.

Education: High School diploma or GED.

44. Commercial Job Title: Principal Consultant

Minimum/General Experience: Ten years of intensive and progressive experience in the individual's field of study and specialization. Specialized experience includes: strong facilitation, management consulting, training, and process reengineering or business improvement skills and the ability to effectively use applicable tools and techniques.

Functional Responsibility: Provide consulting to agency heads, directors, and senior managers on quality improvement, ISO9000 certification, business process reengineering and strategic implementation of information technology techniques. Designs, organizes, leads, and conducts executive level workshops, benchmarking, and surveys. Manages a team of senior consultants and analysts.

Education: Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline such as Computer Graphics.

45. Commercial Job Title: Senior Consultant

Minimum/General Experience: Eight years of intensive and progressive experience in the individual's field of study and specialization. Specialized experience includes: strong facilitation, management consulting, training, and process reengineering or business improvement skills and the ability to effectively use applicable tools and techniques.

Functional Responsibility: Provides consulting to director and senior managers on ISO9000 certification and quality improvement using TQM or other similar techniques. Develop, lead, and conduct quality workshops, benchmarking, and surveys. Facilitates process improvement efforts. Manages a project team.

Education: Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline such as Computer Graphics.

46. Commercial Job Title: Consultant

Minimum/General Experience: Six years of intensive and progressive experience in the individual's field of study and specialization. Specialized experience includes: strong facilitation, management consulting, training, and process reengineering or business improvement skills and the ability to effectively use applicable tools and techniques.

Functional Responsibility: Provide consulting to managers, supervisors and workforce on quality improvement. Facilitates TQM workshops. Conducts and assists with benchmarking and surveys. Facilitates process improvement efforts.

Education: Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline such as Computer Graphics.

47. Commercial Job Title: Cost Analyst

Minimum/General Experience: Six years experience performing economic analyses, of which at least four years must be specialized. Specialized experience includes: demonstrated experience in providing technical and financial justifications (obtained by collecting information in standard formats) in support of computer system selections. General experience includes increasing responsibilities in information systems of a technical and fiscal nature.

Functional Responsibility: Performs Functional Economic Analysis (FEA) to evaluate the costs of alternative ways to accomplish functional objectives. The FEA states investment costs, benefits, and risks as a net change to the functional baseline cost, the cost of doing business now and in the future. Ensures that cross-functional, security, and other integration issues are addressed.

Education: Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline such as Computer Graphics.

48. Commercial Job Title: Web Designer

Minimum/General Experience: Three years experience designing web pages, of which at least two years must be specialized. Specialized experience includes: preparing web pages for Internet and/or Intranet or Extranet applications. General experience pertaining to all aspects of web page development and implementation. Demonstrated ability to work independently or under only general direction.

Functional Responsibility: Develops web page content based on interviews and other data provided; utilizes web page authoring system(s) to create layouts and coding. Applies HTML, Javascript, ActiveX and other state-of-the art tools to create dynamic web page designs.

Education: Associate's degree in Electrical Engineering, Information Science, Information Systems, Computer Science, Physics, Math, or other related discipline such as Computer Graphics.

49. Commercial Job Title: Internet/Intranet Engineer

Minimum/General Experience: Four years general experience defining Internet/Intranet architectures and two years must be specialized. Specialized experience includes: in-depth knowledge of Internet/Intranet architecture and applications; electric commerce, EDI, routers, servers, domains, DNS, network capabilities and configurations.

Functional Responsibility: Designs, implements and reviews network systems in terms of machine capabilities and man-machine interface. Prepares reports and studies concerning hardware systems and Internet/Intranet applications. Prepares functional requirements and specifications for hardware acquisitions.

Education: Associate's degree in Electrical Engineering, Information Science, Information Systems, Computer Science, Physics, Math, or other related discipline such as Computer Graphics.

50. Commercial Job Title: Administrative Support

Minimum/General Experience: One year of office experience in an information technology environment. Must possess word processing and general office skills.

Functional Responsibility: Performs high level of secretarial work under the general supervision of manager. Types and proofreads correspondence, reports, and documentation. Maintains filing system for department. Answers telephones, responds to routine questions/requests, greets visitors, schedules meetings, mail distribution, and makes travel arrangements.

Education: High School diploma or GED.

51. Commercial Job Title: Information Technology Senior Analyst

Minimum/General Experience: Two years of progressive experience in the implementation of software applications with one year experience in PeopleSoft suite of application software.

Functional Responsibility: Defines and solves complex functional requirements, with a special focus on the technical implementation of applications systems. Provides technical and product specific direction and guidance for the implementation of software systems.

Education: Bachelor's degree in Electrical Engineering, Information Science, Information Systems, Computer Science, Physics, Math, or other related discipline such as Computer Graphics.

52. Commercial Job Title: Information Technology Analyst

Minimum/General Experience: One year of progressive experience in the implementation of software applications with six months experience in PeopleSoft and/or Oracle eBusiness suite of application software.

Functional Responsibility: Defines and solves complex functional requirements, with a special focus on the technical implementation of applications systems. Provides technical and product specific direction and guidance for the implementation of software systems.

Education: Bachelor's degree in Electrical Engineering, Information Science, Information Systems, Computer Science, Physics, Math, or other related discipline such as Computer Graphics.

53. Commercial Job Title: Technology Infrastructure Project Manager

Minimum/General Experience: Fifteen years of general experience managing technology projects, 8 years of which must be specialized enterprise business solution experience. Specialized experience may include: enterprise-wide requirements analysis, development of COTS evaluation criteria, preparation of COTS acquisition materials, evaluation of COTS vendor proposals and presentations, implementation of COTS solutions, COTS training, legacy system data mapping, and legacy system data conversion/integration.

Functional Responsibility: Technical subject matter expert for enterprise-wide system management tools and operations. Broad understanding of complex, multi-platform information technology (IT) infrastructure operations, hardware, software, processes, and tools. Develops detailed design documents for multiple platform n-tiered client server environments. Architects solutions for systems management tools and oversees project implementation. Designs and documents enterprise management solutions for complex heterogeneous IT environments. Architects solutions that integrate systems, network, and help desk tools into an integrated IT solution. Provides hardware and software tool selection analysis and recommendations. Manages technical teams with diverse areas of specialization to implement multiple software management tools either sequentially or in parallel. Confers with project managers to provide advice and to assist with problem solutions.

Minimum Education: Bachelor's degree in Electrical Engineering, Information Science, Information Systems, Computer Science, Physics, Math, or other related discipline such as Computer Graphics.

54. Commercial Job Title: Technology Infrastructure Architect

Minimum/General Experience: Ten years of general experience defining network architectures, four years of which must be specialized enterprise business solution experience. Specialized experience may include: enterprise-wide requirements analysis, development of COTS evaluation criteria, preparation of COTS acquisition materials, evaluation of COTS vendor proposals and presentations, implementation of COTS solutions, COTS training, legacy system data mapping, and legacy system data conversion/integration.

Functional Responsibility: Deploys enterprise-wide system management tools. Performs ongoing operation issues and has the capability to manage systems. Has a good understanding of complex, multi-platform information technology (IT) infrastructure operations, processes, and tools. Deploys architect solutions and has ability to solve unanticipated complications during the course of a job. Deploys and documents enterprise management solutions for complex heterogeneous IT environments. Integrates systems, network, and help desk tools into an integrated IT solution. Provides hardware and software tool selection analysis and recommendations. Leads technical teams with diverse areas of specialization to implement multiple software management tools either sequentially or in parallel.

Minimum Education: Bachelor's degree in Electrical Engineering, Information Science, Information Systems, Computer Science, Physics, Math, or other related discipline such as Computer Graphics.

55. Commercial Job Title: Technology Infrastructure Consultant III

Minimum/General Experience: One year of general experience defining network architectures, three years of which must be specialized enterprise business solution experience. Specialized experience may include: enterprise-wide requirements analysis, development of COTS evaluation criteria, preparation of COTS acquisition materials, evaluation of COTS vendor proposals and presentations, implementation of COTS solutions, COTS training, legacy system data mapping, and legacy system data conversion/integration.

Functional Responsibility: Responsible for defining and executing the configuration management policies and practices, especially as they apply to an iterative and incremental lifecycle. Establishes and executes the Configuration Plan and all assets

Minimum Education: Bachelor's degree in Electrical Engineering, Information Science, Information Systems, Computer Science, Physics, Math, or other related discipline such as Computer Graphics. Technical training in Microsoft, CISCO, UNIX platforms may be substituted for a degree.

56. Commercial Job Title: Technology Infrastructure Consultant II

Minimum/General Experience: Five years of general experience defining network architectures, two years of which must be specialized enterprise business solution experience. Specialized experience may include: enterprise-wide requirements analysis, development of COTS evaluation criteria, preparation of COTS acquisition materials, evaluation of COTS vendor proposals and presentations, implementation of COTS solutions, COTS training, legacy system data mapping, and legacy system data conversion/integration.

Functional Responsibility: Responsible for defining and executing the configuration management policies and practices, especially as they apply to an iterative and incremental lifecycle. Establishes and executes the Configuration Plan and all assets

Minimum Education: Bachelor's degree in Electrical Engineering, Information Science, Information Systems, Computer Science, Physics, Math, or other related discipline such as Computer Graphics. Technical training in Microsoft, CISCO, UNIX platforms may be substituted for a degree.

57. Commercial Job Title: Technology Infrastructure Consultant I

Minimum/General Experience: Eight years of general experience defining network architectures, six months of which must be specialized enterprise business solution experience. Specialized experience may include: enterprise-wide requirements analysis, development of COTS evaluation criteria, preparation of COTS acquisition materials, evaluation of COTS vendor proposals and presentations, implementation of COTS solutions, COTS training, legacy system data mapping, and legacy system data conversion/integration.

Functional Responsibility: Provides programming support for customized applications through the use of current development tools. Develops new Internet and client / server based applications that support achievement of core mission requirements. Develops mission-oriented applications that support the strategic goals of the project. Responsible for knowing and executing key construction phase roles including producing elements of technical solutions.

Education: Bachelor's degree in Electrical Engineering, Information Science, Information Systems, Computer Science, Physics, Math, or other related discipline such as Computer Graphics.

58. Commercial Job Title: Principal Interactive Media Consultant

Minimum/General Experience: Six years experience in developing and producing interactive software materials for training and promotional purposes. Experienced with multi-media authoring environments and digital sound, video, and still graphics/photograph production applications

Functional Responsibility: Oversee and may perform a variety of multimedia-based tasks, which are broad in nature and are concerned with the design and implementation of integrated multimedia systems. Manages a team of video/network engineers and technicians through project completion.

Minimum Education: Bachelor's degree in Electrical Engineering, Information Science, Information Systems, Computer Science, Physics, Math, or other related discipline such as Computer Graphics. Technical training in Microsoft, CISCO, UNIX platforms may be substituted for a degree.

59. Commercial Job Title: Senior Interactive Media Consultant

Minimum/General Experience: Three years experience in developing and producing interactive software materials for training and promotional purposes. Experienced with multi-media authoring environments and digital sound, video, and still graphics/photograph production applications

Functional Responsibility: Performs a variety of multimedia-based tasks, which are broad in nature and are concerned with the design and implementation of integrated multimedia systems. Provides technical leadership to a team of video/network engineers and technicians through project completion.

Minimum Education: Bachelor's degree in Electrical Engineering, Information Science, Information Systems, Computer Science, Physics, Math, or other related discipline such as Computer Graphics.

60. Commercial Job Title: Junior Interactive Media Consultant

Minimum/General Experience: One year experience in developing and producing interactive software materials for training and promotional purposes under the direct supervision of Interactive Media Specialist. Some experience with multi-media authoring environments and digital sound, video, and still graphics/photograph production applications

Functional Responsibility: Performs a variety of multimedia-based tasks, which are broad in nature and are concerned with the design and implementation of integrated multimedia systems.

Education: Bachelor's degree in Electrical Engineering, Information Science, Information Systems, Computer Science, Physics, Math, or other related discipline such as Computer Graphics.

61. Commercial Job Title: Equipment Custodian

Minimum/General Experience: One year experience maintaining computer and network equipment in an Information Technology environment.

Functional Responsibility: Perform annual inventories and sign for all computer equipment Report all losses and irregularities to designated Government representatives Attend Equipment Custodian training Perform joint inventory between out-going/incoming equipment custodians Coordinate on all requests for new equipment.

Education: High School Diploma or GED.

62. Commercial Job Title: Principal Information Assurance Specialist

Minimum/General Experience: Seven years experience identifying security threats and vulnerabilities in an Information Technology environment. Knowledge of computer security policies such as DHS 4300A, DOD 8500 Series regulations, DCID 6/3 and NIST 800-53. Strong knowledge of computer security principals including Operating System, kernel and network security.

Functional Responsibility: Obtains and manages security certification and accreditation of systems, networks and sites. Manages review of information assurance policies and procedures. Performs security analyses and risk/vulnerability assessments. Conducts security test and evaluations. Develops information assurance training programs for ISSM and ISSO.

Education: Bachelor's degree in Electrical Engineering, Information Science, Information Systems, Computer Science, Physics, Math, or other related discipline such as Computer Graphics.

63. Commercial Job Title: Senior Information Assurance Specialist

Minimum/General Experience: Five years experience identifying security threats and vulnerabilities in an Information Technology environment. Knowledge of computer security policies such as DHS 4300A, DOD 8500 Series regulations, DCID 6/3 and NIST 800-53. Knowledge of computer security principals including Operating System, kernel and network security.

Functional Responsibility: Obtains and manages security certification and accreditation of systems, networks and sites. Manages review of information assurance policies and procedures. Performs security analyses and risk/vulnerability assessments. Conducts security test and evaluations. Develops information assurance training programs for ISSM and ISSO.

Education: Bachelor's degree in Electrical Engineering, Information Science, Information Systems, Computer Science, Physics, Math, or other related discipline such as Computer Graphics.

64. Commercial Job Title: Junior Information Assurance Specialist

Minimum/General Experience: Three years experience identifying security threats and vulnerabilities in an Information Technology environment. Knowledge of computer security policies such as DHS 4300A, DOD 8500 Series regulations, DCID 6/3 and NIST 800-53.

Functional Responsibility: Obtains and manages security certification and accreditation of systems, networks and sites. Manages review of information assurance policies and procedures. Performs security analyses and risk/vulnerability assessments. Conducts security test and evaluations. Develops information assurance training programs for ISSM and ISSO.

Education: Bachelor's degree in Electrical Engineering, Information Science, Information Systems, Computer Science, Physics, Math, or other related discipline such as Computer Graphics.

65. Commercial Job Title: Principal Network Security Analyst

Minimum/General Experience: Seven years experience providing continue operation of network and security enabled solutions. Strong knowledge of network monitoring principals, including vulnerability management, incident response, computer security forensics and vulnerability/penetration testing.

Functional Responsibility: Use various tools, techniques, and procedures to include: end point security, intrusion prevention, vulnerability assessment, and forensics. Provides security assessments and architecture recommendations to management.

Education: Bachelor's degree in Electrical Engineering, Information Science, Information Systems, Computer Science, Physics, Math, or other related discipline such as Computer Graphics.

66. Commercial Job Title: Senior Network Security Analyst

Minimum/General Experience: Seven years experience providing continue operation of network and security enabled solutions. Strong knowledge of network monitoring principals, including vulnerability management, incident response, computer security forensics and vulnerability/penetration testing.

Functional Responsibility: Use various tools, techniques, and procedures to include: end point security, intrusion prevention, vulnerability assessment, and forensics. Provides security assessments and architecture recommendations to management.

Education: Bachelor's degree in Electrical Engineering, Information Science, Information Systems, Computer Science, Physics, Math, or other related discipline such as Computer Graphics.

67. Commercial Job Title: Junior Network Security Analyst

Minimum/General Experience: Seven years experience providing continue operation of network and security enabled solutions. Strong knowledge of network monitoring principals, including vulnerability management, incident response, computer security forensics and vulnerability/penetration testing.

Functional Responsibility: Use various tools, techniques, and procedures to include: end point security, intrusion prevention, vulnerability assessment, and forensics. Provides security assessments and architecture recommendations to management.

Education: Bachelor's degree in Electrical Engineering, Information Science, Information Systems, Computer Science, Physics, Math, or other related discipline such as Computer Graphics.

68. Commercial Job Title: Chief Knowledge Manager

Minimum/General Experience: Eight years of experience of coordinating knowledge and information management activities of an organization. Specialized experience includes: leadership and strategy, knowledge identification and capture, knowledge sharing, knowledge application, and knowledge creation.

Functional Responsibility: The Chief Knowledge Manager is the leader of the knowledge management team and is primary responsible for the development and usage of the knowledge management system. Responsible for managing intellectual capital and serves as the custodian of Knowledge Management Practices in an organization. Responsible for ensuring the organization maximizes the value it achieves through knowledge management. Responsible to measure outcomes, promote best practices and processes, create knowledge-sharing culture, communities of practice, uses incentives and rewards, provide tools and technology, create taxonomy, secure resources, and provide leadership and strategy.

Education: Bachelor's Degree in Information Technology, Computer Science, Business Management, Business Administration or other related fields.

69. Commercial Job Title: Knowledge Manager

Minimum/General Experience: Five years of experience of providing knowledge management support to an organization. Specialized experience: Experience balancing technology, information, processes, and individual and organizational learning within a culture of shared values.

Functional Responsibility: Promote knowledge sharing through the organization's operational business processes and systems by strengthening links between knowledge sharing and the information systems. Responsible to identify and critically assess the value of knowledge in an organization and how new communications, collaboration and information technologies can effectively support the knowledge management processes within an organization.

Education: Bachelor's Degree in Business Management, Business Administration, Social Science or other related fields. Knowledge Management certification.

70. Commercial Job Title: Executive Assistant

Minimum/General Experience: Five years of experience of providing executive support to the CEO. Specialized experience include: high-level administrative support of an organization and its top executives.

Functional Responsibility: The Executive Assistant provides a full range of ongoing, proactive administrative and executive support to the CEO. The EA serves as the primary point of contact for internal and external matters pertaining to the Office of the CEO. The EA serves as the liaison to the senior management teams and organizes and coordinates executive outreach and external relation efforts.

Education: Associates Degree in Business Administration, Communications, or related field.

**Proposed Schedule 70 Pricing -
Government Site Rates**

Labor Category	Hourly Rate
1. Program Manager	\$193.07
2. Project Manager	\$125.00
3. Quality Assurance Manager	\$84.40
4. Quality Assurance Analyst	\$73.99
5. Project Control Specialist	\$69.37
6. Program Administration Specialist	\$65.00
7. Senior Functional Analyst	\$85.00
8. Functional Analyst	\$88.00
9. Senior Systems Engineer	\$107.00
10. Systems Engineer	\$87.00
11. Senior Information Engineer	\$97.00
12. Senior Communications Engineer	\$69.37
13. Communications Engineer	\$54.34
14. Junior Communications Engineer	\$49.71
15. Communications Technician	\$49.71
16. Principal Database Technologist	\$93.65
17. Senior Database Technologist	\$84.40
18. Junior Database Technologist	\$73.99
19. Network Operations Specialist	\$54.34
20. Communications Equipment Technician	\$43.94
21. Senior Subject Matter Expert	\$165.00
22. Software Solution Architect	\$135.00

Proposed Schedule 70 Pricing - Government Site Rates	
Labor Category	Hourly Rate
23. Senior Software Engineer	\$110.00
24. Software Engineer	\$90.00
25. Junior Software Engineer	\$85.00
26. Engineering Manager	\$89.02
27. Engineer	\$69.37
28. Senior Applications Programmer	\$115.00
29. Application Programmer	\$105.00
30. Junior Application Programmer	\$85.00
31. Senior Database Management Specialist	\$120.00
32. Database Management Specialist	\$105.00
33. Operations Manager	\$117.00
34. System Administrator	\$97.00
35. System Operator	\$65.00
36. Senior Training Specialist	\$73.99
37. Training Specialist	\$110.00
38. Help Desk Manager	\$80.00
39. Help Desk Specialist	\$64.74
40. Junior Help Desk Specialist	\$54.34
41. Hardware/Network Specialist	\$69.37
42. Hardware/Network Installation Technician	\$58.96
43. Junior Hardware/Network Installation Technician	\$54.34
44. Principal Consultant	\$193.07
45. Senior Consultant	\$182.67
46. Consultant	\$163.02
47. Cost Analyst	\$117.00

Proposed Schedule 70 Pricing - Government Site Rates	
Labor Category	Hourly Rate
48. Web Designer	\$67.00
49. Internet/Intranet Engineer	\$123.70
50. Administrative Support	\$62.00
51. Information Technology Senior Analyst	\$147.98
52. Information Technology Analyst	\$119.08
53. Technology Infrastructure Project Manager	\$137.00
54. Technology Infrastructure Architect	\$117.00
55. Technology Infrastructure Consultant III	\$107.00
56. Technology Infrastructure Consultant II	\$97.00
57. Technology Infrastructure Consultant I	\$87.00
58. Principal Interactive Media Consultant	\$95.00
59. Senior Interactive Media Consultant	\$85.00
60. Junior Interactive Media Consultant	\$75.00
61. Equipment Custodian	\$65.00
62. Principal Information Assurance Specialist	\$167.00
63. Senior Information Assurance Specialist	\$157.00
64. Junior Information Assurance Specialist	\$147.00
65. Principal Network Security Analyst	\$158.00
66. Senior Network Security Analyst	\$135.00
67. Junior Network Security Analyst	\$110.00
68. Chief Knowledge Manager	\$135.00

**Proposed Schedule 70 Pricing -
Government Site Rates**

Labor Category	Hourly Rate
69. Knowledge Manager	\$115.00
70. Executive Assistant	\$75.00

Proposed Schedule 70 Pricing - Contractor Site Rates	
Labor Category	Hourly Rate
1. Program Manager	\$200.79
2. Project Manager	\$130.00
3. Quality Assurance Manager	\$87.78
4. Quality Assurance Analyst	\$76.95
5. Project Control Specialist	\$72.14
6. Program Administration Specialist	\$67.60
7. Senior Functional Analyst	\$88.40
8. Functional Analyst	\$91.52
9. Senior Systems Engineer	\$111.28
10. Systems Engineer	\$90.48
11. Senior Information Engineer	\$100.88
12. Senior Communications Engineer	\$72.14
13. Communications Engineer	\$56.51
14. Junior Communications Engineer	\$51.70
15. Communications Technician	\$51.70
16. Principal Database Technologist	\$97.40
17. Senior Database Technologist	\$87.78
18. Junior Database Technologist	\$76.95
19. Network Operations Specialist	\$56.51

Proposed Schedule 70 Pricing - Contractor Site Rates	
Labor Category	Hourly Rate
20. Communications Equipment Technician	\$45.70
21. Senior Subject Matter Expert	\$171.60
22. Software Solution Architect	\$140.40
23. Senior Software Engineer	\$114.40
24. Software Engineer	\$93.60
25. Junior Software Engineer	\$88.40
26. Engineering Manager	\$92.59
27. Engineer	\$72.14
28. Senior Applications Programmer	\$119.60
29. Application Programmer	\$109.20
30. Junior Application Programmer	\$88.40
31. Senior Database Management Specialist	\$124.80
32. Database Management Specialist	\$109.20
33. Operations Manager	\$121.68
34. System Administrator	\$100.88
35. System Operator	\$67.60
36. Senior Training Specialist	\$76.95
37. Training Specialist	\$114.40
38. Help Desk Manager	\$83.20
39. Help Desk Specialist	\$67.33
40. Junior Help Desk Specialist	\$56.51

**Proposed Schedule 70 Pricing -
Contractor Site Rates**

Labor Category	Hourly Rate
41. Hardware/Network Specialist	\$72.14
42. Hardware/Network Installation Technician	\$61.32
43. Junior Hardware/Network Installation Technician	\$56.51
44. Principal Consultant	\$200.79
45. Senior Consultant	\$189.98
46. Consultant	\$169.54
47. Cost Analyst	\$121.68
48. Web Designer	\$69.68
49. Internet/Intranet Engineer	\$128.65
50. Administrative Support	\$64.48
51. Information Technology Senior Analyst	\$153.90
52. Information Technology Analyst	\$123.84
53. Technology Infrastructure Project Manager	\$142.48
54. Technology Infrastructure Architect	\$121.68
55. Technology Infrastructure Consultant III	\$111.28
56. Technology Infrastructure Consultant II	\$100.88
57. Technology Infrastructure Consultant I	\$90.48
58. Principal Interactive Media Consultant	\$98.80

Proposed Schedule 70 Pricing - Contractor Site Rates	
Labor Category	Hourly Rate
59. Senior Interactive Media Consultant	\$88.40
60. Junior Interactive Media Consultant	\$78.00
61. Equipment Custodian	\$67.60
62. Principal Information Assurance Specialist	\$173.68
63. Senior Information Assurance Specialist	\$163.28
64. Junior Information Assurance Specialist	\$152.88
65. Principal Network Security Analyst	\$164.32
66. Senior Network Security Analyst	\$140.40
67. Junior Network Security Analyst	\$114.40
68. Chief Knowledge Manager	\$135.00
69. Knowledge Manager	\$115.00
70. Executive Assistant	\$75.00

USA COMMITMENT TO PROMOTE SMALL BUSINESS PARTICIPATION PROCUREMENT PROGRAMS

PREAMBLE

(Name of Company) provides commercial products and services to ordering activities. We are committed to promoting participation of small, small disadvantaged and women-owned small businesses in our contracts. We pledge to provide opportunities to the small business community through reselling opportunities, mentor-protégé programs, joint ventures, teaming arrangements, and subcontracting.

COMMITMENT

To actively seek and partner with small businesses.

To identify, qualify, mentor and develop small, small disadvantaged and women-owned small businesses by purchasing from these businesses whenever practical.

To develop and promote company policy initiatives that demonstrate our support for awarding contracts and subcontracts to small business concerns.

To undertake significant efforts to determine the potential of small, small disadvantaged and women-owned small business to supply products and services to our company.

To insure procurement opportunities are designed to permit the maximum possible participation of small, small disadvantaged, and women-owned small businesses.

To attend business opportunity workshops, minority business enterprise seminars, trade fairs, procurement conferences, etc., to identify and increase small businesses with whom to partner.

To publicize in our marketing publications our interest in meeting small businesses that may be interested in subcontracting opportunities.

We signify our commitment to work in partnership with small, small disadvantaged and women-owned small businesses to promote and increase their participation in ordering activity contracts. To accelerate potential opportunities please contact Jeffrey DeVine, 510-324-3700 x106, jeffd@devineco.com, 510-324-3711 (fax).

BPA NUMBER _____

(CUSTOMER NAME)
BLANKET PURCHASE AGREEMENT

Pursuant to GSA Federal Supply Schedule Contract Number(s) _____, Blanket Purchase Agreements, the Contractor agrees to the following terms of a Blanket Purchase Agreement (BPA) EXCLUSIVELY WITH (ordering activity):

(1) The following contract items can be ordered under this BPA. All orders placed against this BPA are subject to the terms and conditions of the contract, except as noted below:

MODEL NUMBER/PART NUMBER	*SPECIAL BPA DISCOUNT/PRICE
_____	_____
_____	_____
_____	_____

(2) Delivery:

DESTINATION	DELIVERY SCHEDULES / DATES
_____	_____
_____	_____
_____	_____

(3) The ordering activity estimates, but does not guarantee, that the volume of purchases through this agreement will be _____.

(4) This BPA does not obligate any funds.

(5) This BPA expires on _____ or at the end of the contract period, whichever is earlier.

(6) The following office(s) is hereby authorized to place orders under this BPA:

OFFICE	POINT OF CONTACT
_____	_____
_____	_____
_____	_____

(7) Orders will be placed against this BPA via Electronic Data Interchange (EDI), FAX, or paper.

(8) Unless otherwise agreed to, all deliveries under this BPA must be accompanied by delivery tickets or sales slips that must contain the following information as a minimum:

- (a) Name of Contractor;
- (b) Contract Number;
- (c) BPA Number;
- (d) Model Number or National Stock Number (NSN);
- (e) Purchase Order Number;
- (f) Date of Purchase;

(g) Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided, that the invoice is itemized to show the information); and

(h) Date of Shipment.

(9) The requirements of a proper invoice are specified in the Federal Supply Schedule contract. Invoices will be submitted to the address specified within the purchase order transmission issued against this BPA.

(10) The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor's invoice, the provisions of this BPA will take precedence.

BASIC GUIDELINES FOR USING
"CONTRACTOR TEAM ARRANGEMENTS"

Federal Supply Schedule Contractors may use "Contractor Team Arrangements" (see FAR 9.6) to provide solutions when responding to a ordering activity requirements.

These Team Arrangements can be included under a Blanket Purchase Agreement (BPA). BPAs are permitted under all Federal Supply Schedule contracts.

Orders under a Team Arrangement are subject to terms and conditions or the Federal Supply Schedule Contract.

Participation in a Team Arrangement is limited to Federal Supply Schedule Contractors.

Customers should refer to FAR 9.6 for specific details on Team Arrangements.

Here is a general outline on how it works:

- The customer identifies their requirements.
- Federal Supply Schedule Contractors may individually meet the customers needs, or -
- Federal Supply Schedule Contractors may individually submit a Schedules "Team Solution" to meet the customer's requirement.
- Customers make a best value selection.